

## Cooling and Heating Checklists



### Cooling Maintenance

- ☐ Test Thermostat Operations in Cooling Mode
- ☐ Inspect Indoor Coil and Duct Work
- ☐ Clear and Treat Condensate Drains
- ☐ Replace 1" Filters
- ☐ Inspect/Test Electrical Connections/Components
- ☐ Clean Outdoor Coil - Level I
- ☐ Check and Confirm Refrigerant Charge
- ☐ Make Any Necessary Recommendations

### Heating Maintenance

- ☐ Test Thermostat Operations in Heating Mode
- ☐ Inspect Heat Exchanger and Safety
- ☐ Replace 1" Filter
- ☐ Clean Flame Sensor
- ☐ Check and Adjust Gas Pressures
- ☐ Inspect Hot Surface Ignitor
- ☐ Test and Check Furnace Safety
- ☐ Inspect and Test Electrical Connections and Components
- ☐ Check for CO (Carbon Monoxide)
- ☐ Make Any Necessary Recommendations

### VIP Club

**Have Peace of Mind with Our VIP Club Maintenance Program. Some Benefits of Our Program Include:**

- 50% OFF Diagnostic Fee
- 20% Discount on Repairs
- 10% OFF on Indoor Air Quality Products
- Standard 1" Filter Replacement Per Visit
- Lifetime Guarantee on Repairs